



Tioga County Public Health

Health & Human Services Building | 1062 State Route 38, Owego, NY 13827

Phone: 607-687-8600 | Fax: 607-223-7030 | ph.tiogacountyny.gov
Heather Vroman, MPH, MSEd., Public Health Director



HEALTH & HUMAN SERVICES COMMITTEE – PUBLIC HEALTH

TUESDAY, JANUARY 7, 2025

8:30 A.M.

FINANCIAL:

- 2024 Updates

OLD BUSINESS:

- Strategic Plan Quarterly Update
- Remote Work

NEW BUSINESS:

- Agency Report December 2024

PERSONNEL:

- None

RESOLUTIONS:

- Recognition of Albert Knapp's 18 Years of Dedicated Service to Tioga County Public Health
- Authorize Salary Reallocation Within CSEA Salary Schedule for Public Health Technician
- Amend Budget and Appropriate Funds; Public Health Infrastructure Grant
- Amend Employee Handbook: Section IV. Personnel Rules; Subsection j. Management/Confidential Benefits; Paragraph II. A. Leave Accruals, Vacation

PROCLAMATIONS:

- None

ADJOURNMENT:



Tioga County Public Health

Health & Human Services Building | 1062 State Route 38, Owego, NY 13827

Phone: 607-687-8600 | Fax: 607-223-7030 | ph.tiogacountyny.gov

Heather Vroman, MPH, MSEd., Public Health Director



INTERNAL MEMO

TO: William H. Standinger, III; Chair, HHS Committee
FROM: Heather Vroman, MPH, MSEd.; Public Health Director
CC: Marte Sauerbrey; Chair, Tioga County Legislature
DATE: January 7, 2025
RE: Health & Human Services Meeting January 7, 2025

Attached are Public Health's materials for the Health & Human Services Committee meeting.

- Financial:
 - 2024 Updates
- Agency Report December 2024
- Resolutions:
 - Recognition of Albert Knapp's 18 Years of Dedicated Service to Tioga County Public Health
 - Authorize Salary Reallocation Within CSEA Salary Schedule for Public Health Technician
 - Amend Budget and Appropriate Funds; Public Health Infrastructure Grant
 - Amend Employee Handbook: Section IV. Personnel Rules; Subsection j. Management/Confidential Benefits; Paragraph II. A. Leave Accruals, Vacation
- Proclamation:
 - None



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A2960 Handicapped Education							
A2960 416050 Fees - Handicapped	-605,000	0	-605,000	-323,134.43	.00	-281,865.57	53.4%*
A2960 434600 State Aid-Handicap	-2,018,000	250,000	-1,768,000	-1,180,954.06	.00	-587,045.94	66.8%*
A2960 540590 Services Rendered	3,200,000	-250,000	2,950,000	2,434,639.88	395,554.67	119,805.45	95.9%
A2960 540620 Software Expense	6,300	901	7,201	6,900.54	.00	300.00	95.8%
A2960 540710 Transport/Handicap	850,000	-901	849,099	581,611.61	150,991.44	116,496.41	86.3%
TOTAL Handicapped Education	1,433,300	0	1,433,300	1,519,063.54	546,546.11	-632,309.65	144.1%
A4011 Public Health Administration							
A4011 427010 Refunds Of Prior Y	0	0	0	-10,144.60	.00	10,144.60	100.0%
A4011 434010 State Aid-Public H	-821,197	-11,579	-832,776	-502,519.15	.00	-330,256.85	60.3%*
A4011 434890 HWB1 State Aid- Oth	0	-10,385	-10,385	-1,614.75	.00	-8,770.50	15.5%*
A4011 444010 MRC Federal Aid-Pub	0	-12,100	-12,100	-5,500.00	.00	-6,600.00	45.5%*
A4011 444010 SPHIW Federal Aid-P	0	-114,114	-114,114	-94,462.00	.00	-19,652.26	82.8%*
A4011 510010 Full Time	1,509,285	0	1,509,285	1,257,172.92	.00	252,112.08	83.3%
A4011 510020 Part Time/Temporar	177,920	0	177,920	78,216.30	.00	99,703.85	44.0%
A4011 510030 overtime Pay Only	0	0	0	834.30	.00	-834.30	100.0%*
A4011 510050 All Other(On call,	22,810	0	22,810	23,800.59	.00	-990.59	104.3%*
A4011 510050 HWB1 All Other-On C	0	4,500	4,500	1,500.00	.00	3,000.00	33.3%
A4011 510050 SPHIW All Other-SPH	0	88,351	88,351	81,860.00	.00	6,491.00	92.7%
A4011 520090 Computer	15,000	0	15,000	11,596.91	.00	3,403.09	77.3%
A4011 520130 Equipment (Not Car	3,000	0	3,000	1,054.65	.00	1,945.35	35.2%
A4011 520130 SPHIW Equipment (No	0	2,000	2,000	.00	.00	2,000.00	.0%
A4011 520200 Office Equipment	2,000	0	2,000	483.49	.00	1,516.51	24.2%
A4011 530100 Data Processing	85,984	0	85,984	69,843.90	.00	16,140.10	81.2%
A4011 530300 Legal	12,557	0	12,557	10,221.96	.00	2,335.04	81.4%
A4011 530551 Maintenance in Lie	88,380	0	88,380	67,252.50	.00	21,127.50	76.1%
A4011 540010 Advertising	15,000	-1,000	14,000	3,651.45	.00	10,348.55	26.1%
A4011 540040 Books	1,500	0	1,500	885.12	.00	614.88	59.0%
A4011 540070 Car Maintenance	4,458	0	4,458	4,112.10	10.00	335.90	92.5%
A4011 540120 Consulting Fees	17,000	-7,210	9,790	5,700.00	.00	4,090.00	58.2%
A4011 540180 Dues	3,405	300	3,705	3,672.14	.00	32.86	99.1%
A4011 540190 Education Reimburs	3,000	0	3,000	1,413.00	1,177.50	409.50	86.4%
A4011 540210 Garbage Disposal	1,200	0	1,200	534.48	65.52	600.00	50.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A4011 540220 Automobile Fuel	1,500	-300	1,200	310.17	100.00	789.83	34.2%
A4011 540270 Insurance-Liabilit	30,013	8,128	38,141	38,141.04	.00	.00	100.0%
A4011 540320 Leased/Service Equ	5,000	0	5,000	2,639.02	1,019.29	1,341.69	73.2%
A4011 540330 Legal Fees	50	0	50	.00	.00	50.00	.0%
A4011 540340 Literature	50	0	50	.00	.00	50.00	.0%
A4011 540360 Meals/Food	1,800	1,450	3,250	2,315.61	.00	934.39	71.2%
A4011 540390 Mileage Expense	15	0	15	.00	.00	15.00	.0%
A4011 540420 Office Supplies	7,232	0	7,232	5,717.66	.00	1,514.34	79.1%
A4011 540480 Postage	1,200	0	1,200	1,206.55	.00	-6.55	100.5%*
A4011 540485 Printing/Paper	3,000	-450	2,550	1,300.25	.00	1,249.75	51.0%
A4011 540487 Program Expense	16,000	11,579	27,579	17,178.72	.00	10,400.28	62.3%
A4011 540487 MRC Program Expense	0	12,100	12,100	.00	.00	12,100.00	.0%
A4011 540487 SPHIW Program Expen	0	17,501	17,501	5,983.72	942.00	10,575.54	39.6%
A4011 540540 Reimbursements	250	0	250	.00	.00	250.00	.0%
A4011 540581 Security Systems &	25,000	0	25,000	23,764.80	1,235.20	.00	100.0%
A4011 540595 Services Rendered(0	7,210	7,210	.00	.00	7,210.00	.0%
A4011 540620 Software Expense	10,552	0	10,552	6,548.10	300.00	3,703.90	64.9%
A4011 540660 Telephone	7,505	0	7,505	3,177.46	36.11	4,291.43	42.8%
A4011 540733 Training/All other	5,000	0	5,000	2,072.52	.00	2,927.48	41.5%
A4011 581088 State Retirement F	170,652	-1,619	169,033	169,032.84	.00	.00	100.0%
A4011 583088 Social Security Fr	127,948	-27,403	100,546	100,545.52	.00	.00	100.0%
A4011 583088 HWB1 Social Securiti	0	115	115	114.75	.00	.00	100.0%
A4011 583088 SPHIW Social Securi	0	6,262	6,262	6,262.29	.00	.00	100.0%
A4011 584088 Workers Compensati	0	30,298	30,298	30,297.63	.00	.00	100.0%
A4011 585088 Unemployment Insur	0	2,835	2,835	2,835.00	.00	.00	100.0%
A4011 585588 Disability Insuran	0	1,576	1,576	1,576.44	.00	.00	100.0%
A4011 586088 Health Insurance F	121,772	376,751	498,523	498,522.61	.00	.00	100.0%
A4011 588988 EAP Fringe	459	-59	400	399.69	.00	.00	100.0%
TOTAL Public Health Administration	1,676,300	384,737	2,061,037	1,929,507.70	4,885.62	126,643.39	93.9%

A4044 Early Intervention

A4044 416107 Early Intervention	-60,000	0	-60,000	-17,946.74	.00	-42,053.26	29.9%*
A4044 434023 State Aid- Early I	-139,540	0	-139,540	-85,095.06	.00	-54,444.94	61.0%*
A4044 434601 State Aid- Handica	-16,800	0	-16,800	-17,400.00	.00	600.00	103.6%
A4044 520090 Computer	0	3,000	3,000	2,342.00	.00	658.00	78.1%
A4044 520130 Equipment (Not Car	3,000	-3,000	0	.00	.00	.00	.0%
A4044 540010 Advertising	100	0	100	.00	.00	100.00	.0%
A4044 540180 Dues	4,300	0	4,300	2,362.50	.00	1,937.50	54.9%
A4044 540190 Education Reimburs	10	0	10	.00	.00	10.00	.0%
A4044 540220 Automobile Fuel	1,500	0	1,500	615.35	150.00	734.65	51.0%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A4044 540444 Permits, Fees, Ins	553	0	553	.00	.00	553.00	.0%
A4044 540480 Postage	1,400	0	1,400	882.49	.00	517.51	63.0%
A4044 540485 Printing/Paper	1,000	0	1,000	260.75	.00	739.25	26.1%
A4044 540487 Program Expense	208,000	0	208,000	109,819.82	.00	98,180.18	52.8%
A4044 540590 Services Rendered	4,000	0	4,000	2,050.00	.00	1,950.00	51.3%
A4044 540620 Software Expense	8,000	0	8,000	6,496.90	.00	1,503.10	81.2%
A4044 540640 Supplies (Not Offi	7,500	0	7,500	1,820.63	.00	5,679.37	24.3%
A4044 540660 Telephone	1,717	0	1,717	940.54	.00	776.46	54.8%
A4044 540670 Therapeutic	4,000	0	4,000	.00	.00	4,000.00	.0%
A4044 540710 Transport/Handicap	2,200	0	2,200	.00	.00	2,200.00	.0%
A4044 540733 Training/All other	2,500	0	2,500	756.72	.00	1,743.28	30.3%
TOTAL Early Intervention	33,440	0	33,440	7,905.90	150.00	25,384.10	24.1%
A4053 Community Health							
A4053 416101 Community Health C	-1,200	0	-1,200	-255.00	.00	-945.00	21.3%*
A4053 422800 Grants -Non State	0	-208,365	-208,365	-74,552.20	.00	-133,812.60	35.8%*
A4053 422800 ASAP Health Service	0	-50,000	-50,000	-74,125.43	.00	24,125.43	148.3%*
A4053 422800 CFCS Health Service	0	-2,253	-2,253	.00	.00	-2,253.21	.0%*
A4053 422800 CHSC Health Service	0	-71,400	-71,400	.00	.00	-71,400.00	.0%*
A4053 422800 CPIA Health Service	0	-10,000	-10,000	.00	.00	-10,000.00	.0%*
A4053 422800 DFC Health Services	0	-125,000	-125,000	-27,071.10	.00	-97,928.90	21.7%*
A4053 422800 LEAD Health Service	0	-25,000	-25,000	-5,000.00	.00	-20,000.00	20.0%*
A4053 422800 STOP Health Service	0	-60,000	-60,000	-5,562.70	.00	-54,437.30	9.3%*
A4053 422800 TICK Health Service	0	-3,000	-3,000	-3,000.00	.00	.00	100.0%
A4053 427010 Refunds Of Prior Y	0	0	0	-5,119.01	.00	5,119.01	100.0%
A4053 434011 State Aid-Communit	-294,231	0	-294,231	-383,615.89	.00	89,384.89	130.4%
A4053 434011 JUUL State Aid-Prev	0	-323,674	-323,674	.00	.00	-323,674.26	.0%*
A4053 520130 Equipment (Not Car	2,500	0	2,500	2,500.00	.00	.00	100.0%
A4053 520190 Nursing Equipment	1,000	0	1,000	1,000.00	.00	.00	100.0%
A4053 540010 Advertising	45,000	0	45,000	30,717.55	1,981.50	12,300.95	72.7%
A4053 540080 Clinic Supplies	15,500	0	15,500	3,885.37	61.26	11,553.37	25.5%
A4053 540140 Contracting Servic	50,000	0	50,000	14,451.25	4,418.00	31,130.75	37.7%
A4053 540180 Dues	75	0	75	.00	.00	75.00	.0%
A4053 540220 Automobile Fuel	605	0	605	550.60	50.00	4.40	99.3%
A4053 540370 Medical Expense	5,000	0	5,000	169.00	.00	4,831.00	3.4%
A4053 540440 Other Awards	300	0	300	.00	.00	300.00	.0%
A4053 540444 Permits, Fees, Ins	553	0	553	200.00	.00	353.00	36.2%
A4053 540480 Postage	2,900	0	2,900	603.25	.00	2,296.75	20.8%
A4053 540485 Printing/Paper	11,900	0	11,900	2,596.34	.00	9,303.66	21.8%
A4053 540487 Program Expense	4,000	0	4,000	695.75	.00	3,304.25	17.4%



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A4053 540487 ASAP Program Expens	0	191,846	191,846	41,651.93	3,462.90	146,730.96	23.5%
A4053 540487 DFC Program Expense	0	125,000	125,000	12,385.29	887.00	111,727.71	10.6%
A4053 540487 JUUL Program Expens	0	323,674	323,674	.00	.00	323,674.26	.0%
A4053 540487 STOP Program Expens	0	60,000	60,000	523.27	850.00	58,626.73	2.3%
A4053 540487 TICK Program Expens	0	3,000	3,000	2,999.00	.00	1.00	100.0%
A4053 540590 Services Rendered	3,560	0	3,560	1,337.85	.00	2,222.15	37.6%
A4053 540595 Services Rendered(1,500	0	1,500	.00	.00	1,500.00	.0%
A4053 540640 Supplies (Not Offi	15,000	66,519	81,519	76,859.40	.00	4,659.61	94.3%
A4053 540640 CFCS Supplies (Not	0	2,253	2,253	1,796.78	.00	456.43	79.7%
A4053 540640 CHSC Supplies (Not	0	71,400	71,400	11,375.70	.00	60,024.30	15.9%
A4053 540640 CPIA Supplies (Not	0	10,000	10,000	.00	.00	10,000.00	.0%
A4053 540640 LEAD Supplies (Not	0	25,000	25,000	.00	.00	25,000.00	.0%
A4053 540660 Telephone	3,425	0	3,425	2,463.70	.00	961.30	71.9%
A4053 540733 Training/All other	10,500	0	10,500	2,850.00	.00	7,650.00	27.1%
TOTAL Community Health	-122,113	0	-122,113	-366,689.30	11,710.66	232,865.64	290.7%
A4064 Dental Health							
A4064 416102 Dental Van Fees	-130,000	0	-130,000	-119,137.87	.00	-10,862.13	91.6%*
A4064 520130 Equipment (Not Car	10,000	0	10,000	9,339.21	.00	660.79	93.4%
A4064 540010 Advertising	1,500	0	1,500	1,331.23	.00	168.77	88.7%
A4064 540070 Car Maintenance	5,000	0	5,000	2,918.54	.00	2,081.46	58.4%
A4064 540080 Clinic Supplies	22,000	0	22,000	13,612.37	.00	8,387.63	61.9%
A4064 540220 Automobile Fuel	800	0	800	87.41	50.00	662.59	17.2%
A4064 540444 Permits, Fees, Ins	553	0	553	.00	.00	553.00	.0%
A4064 540480 Postage	1,000	0	1,000	566.77	.00	433.23	56.7%
A4064 540485 Printing/Paper	300	300	600	368.40	.00	231.60	61.4%
A4064 540487 Program Expense	10,000	0	10,000	8,894.60	345.00	760.40	92.4%
A4064 540620 Software Expense	1,000	0	1,000	.00	.00	1,000.00	.0%
A4064 540640 Supplies (Not Offi	500	0	500	.00	.00	500.00	.0%
A4064 540660 Telephone	1,250	0	1,250	1,063.42	79.84	106.74	91.5%
A4064 540733 Training/All other	1,500	-300	1,200	1,060.00	.00	140.00	88.3%
TOTAL Dental Health	-74,597	0	-74,597	-79,895.92	474.84	4,824.08	106.5%
A4090 Environmental Health							
A4090 416010 Public Health Fees	-116,750	0	-116,750	-107,348.00	.00	-9,402.00	91.9%*
A4090 434500 WELL State Aid-Publ	0	-36,795	-36,795	-8,954.48	.00	-27,840.63	24.3%*



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A4090 434640 State Aid-Environm	-243,667	0	-243,667	-228,482.03	.00	-15,184.97	93.8%*
A4090 520130 Equipment (Not Car	2,000	0	2,000	996.99	.00	1,003.01	49.8%
A4090 540010 Advertising	700	0	700	599.96	.00	100.04	85.7%
A4090 540040 Books	10	0	10	.00	.00	10.00	.0%
A4090 540080 Clinic Supplies	7,500	-1,500	6,000	3,557.21	.00	2,442.79	59.3%
A4090 540140 Contracting Servic	40,000	-5,230	34,770	29,195.00	5,305.00	270.00	99.2%
A4090 540180 Dues	400	88	488	263.00	.00	225.00	53.9%
A4090 540220 Automobile Fuel	5,000	-1,000	4,000	3,176.39	450.00	373.61	90.7%
A4090 540330 Legal Fees	2,500	-1,800	700	700.00	.00	.00	100.0%
A4090 540360 Meals/Food	20	0	20	.00	.00	20.00	.0%
A4090 540390 Mileage Expense	20	0	20	.00	.00	20.00	.0%
A4090 540480 Postage	1,600	0	1,600	1,548.91	.00	51.09	96.8%
A4090 540485 Printing/Paper	100	530	630	83.79	.00	546.21	13.3%
A4090 540487 Program Expense	44,000	11,000	55,000	44,884.04	3,546.96	6,569.00	88.1%
A4090 540590 Services Rendered	3,000	0	3,000	1,870.33	704.67	425.00	85.8%
A4090 540595 WELL Services Rende	0	36,795	36,795	10,417.71	4,046.43	22,330.97	39.3%
A4090 540640 Supplies (Not Offi	11,750	-5,588	6,162	4,885.45	389.50	887.05	85.6%
A4090 540660 Telephone	3,321	0	3,321	2,598.73	.00	722.27	78.3%
A4090 540733 Training/All other	1,000	3,500	4,500	3,879.04	.00	620.96	86.2%
TOTAL Environmental Health	-237,496	0	-237,496	-236,127.96	14,442.56	-15,810.60	93.3%
A6610 Sealer Of weights And Measures							
A6610 419620 Sealer of weights	-10,500	0	-10,500	-7,000.00	.00	-3,500.00	66.7%*
A6610 435890 State Aid-Octane T	-600	0	-600	.00	.00	-600.00	.0%*
A6610 510020 Part Time/Temporar	17,225	0	17,225	16,436.00	.00	789.00	95.4%
A6610 520130 Equipment (Not Car	500	0	500	.00	.00	500.00	.0%
A6610 540040 Books	250	0	250	.00	.00	250.00	.0%
A6610 540180 Dues	25	0	25	25.00	.00	.00	100.0%
A6610 540220 Automobile Fuel	520	0	520	214.61	50.00	255.39	50.9%
A6610 540480 Postage	100	0	100	.00	.00	100.00	.0%
A6610 540590 Services Rendered	100	0	100	.00	.00	100.00	.0%
A6610 540640 Supplies (Not Offi	135	0	135	.00	.00	135.00	.0%
A6610 540733 Training/All other	50	0	50	.00	.00	50.00	.0%
A6610 583088 Social Security Fr	0	1,305	1,305	1,304.77	.00	.00	100.0%
A6610 584088 Workers Compensati	0	1,174	1,174	1,174.37	.00	.00	100.0%
A6610 588988 Eap Fringe	0	16	16	15.58	.00	.00	100.0%
TOTAL Sealer of weights And Measures	7,805	2,495	10,300	12,170.33	50.00	-1,920.61	118.6%
TOTAL General Fund	2,716,639	387,231	3,103,870	2,785,934.29	578,259.79	-260,323.65	108.4%
TOTAL REVENUES	-4,457,485	-813,666	-5,271,151	-3,287,994.50	.00	-1,983,156.39	
TOTAL EXPENSES	7,174,124	1,200,897	8,375,021	6,073,928.79	578,259.79	1,722,832.74	



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

Table with columns: H, Capital Fund, ORIGINAL APPROP, TRANFRS/ADJSTMTS, REVISED BUDGET, YTD ACTUAL, ENCUMBRANCES, AVAILABLE BUDGET, PCT USE/COL. Rows include H4011 Public Health Administration and various sub-items like State Aid-Public H, Car/Truck, and Equipment (Not Car).

** END OF REPORT - Generated by McCann, Denis **



Tioga County Public Health

Health & Human Services Building | 1062 State Route 38, Owego, NY 13827

Phone: 607-687-8600 | Fax: 607-223-7030 | ph.tiogacountyny.gov

Heather Vroman, MPH, MEd., Public Health Director



AGENCY REPORT

November 21-December 25, 2024

Highlights

- Nicole Whitmore, Mel Miller and Mark Griep graduated from Institute for Advancement (I4A)!
- Staff participated in a panel discussion with SUNY Broome students on prevention work in Tioga County. There were about 15 students that were in attendance. Staff highlighted the Tioga ASAP coalition, prevention initiatives and provided students with some examples of promotional items and outreach work.
- The End of Year Recognition for Public Health staff was a success! Thank you to Employee Recognition Committee for planning and coordinating!
- Employee Recognition Committee hosted a great Holiday Spirit Week, thank you Katie W. for facilitating activities! Congratulations to the Dental Van crew on winning the movie-themed decorating contest!

Health Education

- Health Educators, who attended the National Emerging Drug Trends Conference in October, presented their findings from the conference to the ASAP Coalition.
- Staff attended the "Coalition's Rising" virtual conference which focused on using environmental scans as a data collection tool, working in rural communities on suicide prevention, and working with businesses to enhance prevention efforts.
- Staff interviewed with WICZ on the Great American Smokeout and discussed the need for continued tobacco prevention work in Tioga County.
- Provided 25 lock boxes to United Health Services' Methadone Clinic for their Tioga County residents.
- Public Health Emergency Preparedness Coordinator attended the Health Emergency Preparedness Coalition (HEPC) meeting in Syracuse.
- In our Welcome Baby Program, this month we placed one successful referral to PACT and shared information on Mothers & Babies' smoking cessation program.

Environmental Health

- Hosted a Lunch'n'Learn for Tioga County Code Enforcement Officers titled "Public Health & Code Enforcement-Working Together," where staff presented on lead paint hazards, water, septic program, rabies exposures and public health nuisances to share about our work and identify areas for collaboration to make our communities safer and healthier. It was very well attended.
- Environmental Health staff attended a webinar training on inspecting breweries and supermarkets.
- New York State- Environmental representative for the water program conducted additional onsite training for our staff.
- We have a new water operator in the Town of Owego.

Patient Services (EI, Dental, Clinic)

- Early Intervention Service Coordinators delivered educational holiday stockings to children in our Early Intervention program.
- Service Coordinators continue to advocate for the children in our program and continue to show resilience in spite of NYSDOH's EI Hub system. Additionally, due to the provider shortage our Service Coordinators have been doing more outreach to providers and having to provide explanations to parents.
- Grant evaluators from Eastern Tennessee University came to evaluate our dental program and learn how the funds we received from the Appalachian Regional Commission (ARC) benefited the

community. Their evaluation included interviewing program participants, school administration, county staff, including a few of our own staff members.

- As part of Quality Improvement project to improve the security on the dental van, Captain Yaegar from the Sheriff's Department did a walk-through of the dental van and recommend several security measures. The Quality Assurance Team will continue to develop a safety plan.
- Tioga Smiles hosted a Tioga Central Kindergarten class for a tour of the dental van, learning the sights and sounds of a dental office and discussed ways to have a healthy smile.
- Public Health Nurse (PHN) has been busy following up on Pertussis cases in the county to ensure that close contacts have access to post-exposure prophylaxis and educating on several prevention tips. It is now considered an outbreak in Tioga County.
- Along with Pertussis, we have seen an uptick in sexually transmitted infections, COVID and flu are on the rise, and we have seen a decrease in tick borne diseases.
- PHN conducted her first CPR and basic first aid training with two of our staff members.

Administrative Services

- Senior staff presented program updates to Board of Health at November meeting.
- Director of Admin Services presented on the New York State Department of Health (NYSDOH)-Public Health Infrastructure Grant (PHIG) conference call sharing our approach and success using the PHIG funds with other New York counties.
- Our Quality Assurance Improvement Team is actively working on quality enhancement projects and is making progress with the department's initiative to implement electronic forms by developing an e-application for Temporary Food Permits.
- PHD attended NYSACHO Membership Meeting in Albany.

Ongoing Support/Partnerships

- Allies in Substance Abuse Prevention Coalition
- Child Fatality Review Team
- Family Enrichment Network (Head Start)
- Lourdes PACT Advisory Board
- Mothers and Babies Perinatal Network
- New York State Association of County Health Officials (NYSACHO)
- New York State Association for Rural Health (NYSARH)
- New York State Association of Counties (NYSAC)
- Racker Center
- Rural Economic and Partnership (REAP)
- Rural Health Network
- Safe Harbor Committee
- S2AY Pivotal Partners Finger Lakes
- Team Tioga
- Tioga County Board of Health
- Tioga County Commissioner's Advisory Council
- Tioga County Council of Governments
- Tioga County Immunization Coalition
- Tioga County Local Emergency Planning Committee (LEPC)
- Tioga County Mental Health Sub-Committee
- Tioga County Non-Profit Network
- Tioga Opportunities

Attachments:

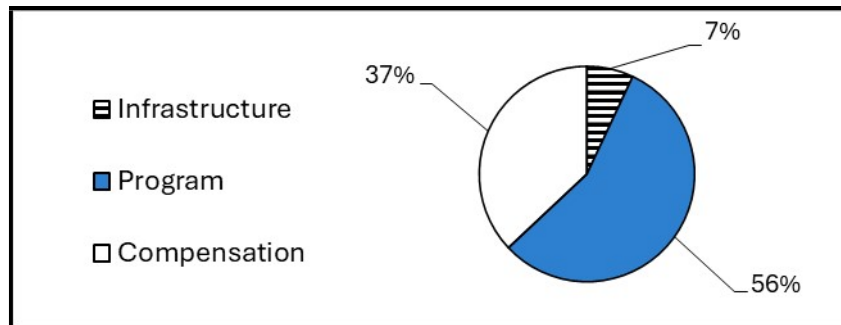
1. Financial Snapshot, YTD thru 11/2024.
2. Photos: Leadership Tioga Graduation 2024, Public Health Employees 2024 Class, Dental Staff at Nichols Fire Dept. Trunk-or-Treat, Public Health Staff at Drug Take Back Day at HHS, Owego.
3. Flyer: "What the Health!?", December 2024.
4. Bulletin Boards: "Test Your Smoke Alarms!," Health & Human Services Building, Owego, December 2024.
5. Bulletin Board: "Don't Drink And Drive!," 56 Main Street, Owego, December 2024
6. Billboards: "Get Your Flu Shot Today," "Want Lyme?" "Don't Drink And Drive!" Various Locations, December 2024.
7. Data Spreadsheet November 21-December 25, 2024.

Financial Snapshot
Year-to-date through November 2024*1,2,3

	Budget 2024	Actual YTD 2024	Percentage of 2024 Budget
REVENUES			
Fees	1,076,622	619,763	58 %
State/Federal	3,779,346	2,401,592	64 %
Local	3,399,287	2,616,934	77 %
TOTAL	8,255,255	5,638,289	68 %

EXPENSES			
Compensation	2,820,322	2,083,375	74 %
Program Expense	4,906,718	3,160,374	64 %
Core Infrastructure	528,215	394,264	75 %
TOTAL	8,255,255	5,638,289	68 %

Allocation of Expenses
Year-to-date through November 2024



***Notes:**

1. Most of January & February revenue are adjusted back to prior year as payments during this time are for services performed in the prior year. State Aid reimbursement is reported a couple months after each quarter ends.
2. These figures represent the most recent 'closed out' month by the Treasurer.
3. Additional funds not including in the reported numbers above are JUUL Settlement Funds & ASAP Coalition grants. These are excluded as they are outside of our County approved budgets and would skew the figures to not being accurate reflections of financial status.



What the Health!?

December 2024

Tips to Reduce Holiday Stress

1. Plan Ahead...Write down your to-dos and what's most important.
2. Put yourself first... set time for things you enjoy!
3. Set a budget and stick to it.
4. Don't be afraid to say no.
5. Remember, you matter. Call, text, or chat with 988 if the holiday stress is too much!



Planning for a Baby in September?

Fun Fact: September is the most popular month for birthdays!

If you're family planning goals don't include a little one next year, make sure to use protection!

For more information, follow Tioga Opportunities Family Health Clinic on Facebook, or call 607-687-5333.



CAN YOU SPOT ALL 4 FIRE HAZARDS?

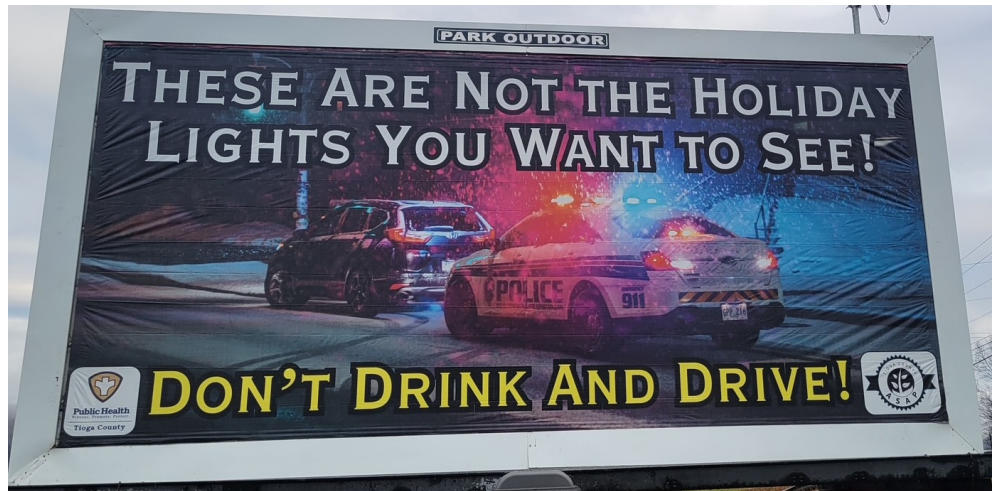




Bulletin Board: Health & Human Services Building, December 2024



Bulletin Board: 56 Main Street, Owego, December 2024



Billboard Designs, Various locations, December 2024

DATA SPREADSHEET

November 21- December 25, 2024

PUBLIC HEALTH ACTIVITIES	Y-E 2022	Y-E 2023	Nov-24	Dec-24	Y-T-D
Community Health					
Communicable Disease	885	2438	76	231	3082
- General Infectious Diseases (Campylobacterious, Salmonellosis, etc)	N/A	61	6	46	330
- Zoonotic Diseases (Anaplasmosis, Lyme, etc)	220	375	23	13	352
- Vaccine-Preventable Diseases (COVID-19, Influenza, etc)	400	1897	41	159	2281
- Hepatitis	89	15	2	0	17
- PPD Test Administered	0	6	0	0	1
Child Passenger Safety Seats Inspected	40	47	3	2	49
- Child Seats FAILED Inspection	31	36	2	2	40
Immunizations total child and adult	35	62	3	12	87
Children Lead Tested (6 years and under)	712	913	51	56	812
Newly Identified Children with Elevated Blood Lead Levels	N/A	22	1	1	10
Current Children with EBLL Caseload	N/A	N/A	24	25	N/A
- Welcome Baby Packets Mailed	N/A	77	27	14	298
People Trained w/ Narcan	1	145	9	0	96
Opioid Overdose Reporting Forms received	3	3	0	0	4
Dental					
New Clients	340	311	37	36	325
Dental Screenings	1120	1141	127	102	1227
- Clients with Low Decay Risk	265	374	52	42	461
-Clients with Moderate Decay Risk	496	419	22	23	274
- Clients with High Decay Risk	347	344	52	37	493
Extractions	100	102	20	3	170
Children Services					
Early Intervention Referrals	148	206	18	14	195
- Early Intervention CURRENT Caseload *Monthly total	N/A	N/A	26	27	N/A
- EI children waiting for service(s)	N/A	N/A	3	4	N/A
Preschool					
- Children in tuition based program	N/A	N/A	20	22	N/A
- Children receiving transportation services under Serafini contract	N/A	N/A	13	13	N/A
- Children receiving transportation by parents	N/A	N/A	7	9	N/A
Child Find					
- Current Children being served	17	N/A	18	21	N/A

Environmental Health					
Animal bite investigations	153	198	14	18	238
- Individuals requiring Rabies Series (N)	7	2	4	3	51
Rabies Clinics	7	8	0	0	9
- Number of Animals Vaccinated	1012	1098	0	0	1377
Food Establishment Inspections	151	247	23	13	228
Temporary Food Inspections	57	66	0	3	62
Clean Indoor Air Act Complaints (Smoking)	6	0	0	0	1
Mobile Home Park Inspections	12	37	7	5	35
Swimming Pool Inspections	18	11	2	2	11
ATUPA Checks (Underage Tobacco Sales)	70	108	0	0	116
- ATUPA Violations	2	3	0	0	2
Wellhead Replacement Projects In Progress	N/A	N/A	14	12	
Wellhead Replacement Projects Completed	N/A	N/A	3	1	30
Children's Camp Inspections	8	7	0	0	13
Agriculture Fairground Inspections	2	2	1	0	3
Nuisance Complaints	16	7	4	3	25
Enforcement Actions	29	72	3	7	45
Weights & Measures					
Inspection Sites	123	110	16	14	201
-Devices Inspected	475	604	54	58	448
Training Hrs/Equipment Maintenance	24	27	2	2	43

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. -25

RECOGNITION OF ALBERT KNAPP'S
18 YEARS OF DEDICATED SERVICE TO
TIOGA COUNTY PUBLIC HEALTH

WHEREAS: Albert Knapp began his career with Tioga County on March 20, 2006 as a Public Health Technician for the Septic Program, a newly established program at that time within Tioga County Public Health. In August 2007, Mr. Knapp was promoted to Public Health Sanitarian, the position he still holds; and

WHEREAS: Mr. Knapp has held many roles in Public Health, including being a certified lead risk assessor, inspector of food establishments, summer camps, and public meal sites. He has also been an investigator of animal bites and the related rabies prevention program while also being an inspector for the septic program and designer of septic systems; and

WHEREAS: Mr. Knapp was honored twice as Public Health Team Member of the Quarter by his co-workers, in 2017 and again, just recently, in 2024; and

WHEREAS: Mr. Knapp has been dedicated and loyal in the performance of his duties and responsibilities in Public Health. He has earned the respect of his colleagues and peers throughout Tioga County and New York State; and

WHEREAS: Albert Knapp will retire on January 3, 2025; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to Albert Knapp for his 18 plus years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this outstanding employee, Albert Knapp.

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -25

AUTHORIZE SALARY REALLOCATION
WITHIN CSEA SALARY SCHEDULE FOR
PUBLIC HEALTH TECHNICIAN
PUBLIC HEALTH

WHEREAS: Legislative approval is required for a title's salary reallocation;
and

WHEREAS: On November 4, 2024, the Personnel Department received a position description questionnaire from Public Health in regard to the Public Health Technician (CSEA SGVII, \$40,212-\$41,212); and

WHEREAS: A desk audit occurred and involved the review of work tasks performed by the position as well as the current salary allocation; and

WHEREAS: The Personnel Officer has made a determination that due to the specific college degree requirements of the minimum qualifications set by the New York Sanitary Code; the extent of work responsibilities inclusive of intensive case management and ongoing public health education; and the responsibility of enforcing statutes and regulations, there is justification to request a salary reallocation of said title within the CSEA Salary Schedule; therefore be it

RESOLVED: That the title of Public Health Technician shall be reallocated from CSEA Salary Grade VII to CSEA Salary Grade IX (\$44,907-\$45,907) retroactive to January 13, 2025; and be it further

RESOLVED: That the 2025 annual salary of current incumbent in said title shall increase by \$4,695, effective retroactive to January 13, 2025.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -25 AMEND BUDGET AND APPROPRIATE FUNDS;
PUBLIC HEALTH INFRASTRUCTURE GRANT
PUBLIC HEALTH

WHEREAS: Tioga County Public Health (TCPH) received five-year funding through 2027 specifically for strengthening our Public Health Infrastructure and Workforce; and

WHEREAS: The funding is intended to allow for the recruitment and retention of Public Health employees following the challenging impacts on Public Health workers during the Covid-19 pandemic; and

WHEREAS: The third year of the funding has been approved by the New York State Department of Health, and requires amending of budget and appropriation of funds; and

WHEREAS: Amending Budget and Appropriating Funds requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From:

A4011 444010-SPHIW Public Health: Federal Aid-SPHIW \$118,927

To:

A4011 510050-SPHIW Public Health: All Other – SPHIW \$108,850

A4011 583088-SPHIW Public Health: Social Security Fringe \$ 8,327

A4011 540487-SPHIW Public Health: Program Expense-SPHIW\$ 1,750

And be it further

RESOLVED: That available funds on 12/31/25 of the original \$118,927 will be carried forward into the New Year.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -25 AMEND EMPLOYEE HANDBOOK:
SECTION IV. PERSONNEL RULES;
SUBSECTION j., MANAGEMENT/CONFIDENTIAL
BENEFITS; PARAGRAPH II. A. LEAVE
ACCRUALS, VACATION

WHEREAS: County Policy (Employee Handbook Section IV. Personnel Rules; Subsection j. Management /Confidential Benefits: Paragraph II. A. Leave Accruals, Vacation) states the full-time employment requirement for Paid Time Off (PTO) for Management/Confidential staff; and

WHEREAS: Tioga County Public Health (TCPH) has Non-Union and Non-Management/Confidential part-time Dentist positions that do not accrue any PTO per the full-time requirement; and

WHEREAS: TCPH seeks to provide PTO to their incumbent part-time Dentist that has been with TCPH since the inception of the Dental Van in 2003; and

WHEREAS: TCPH desires this to ensure viability of the continuation of the Dental program for Tioga County residents and school children; and

WHEREAS: Tioga County has been designated as a Dental Health Professional Shortage Area by the Federal Health Resources and Services Administration (HRSA); and

WHEREAS: In addition to the shortage designation, in Tioga County there is currently a shortage of Dentists that will accept or provide services to patients with either Medicaid or no insurance, leaving the TCPH Dental Van as the only option for many in our communities; and

WHEREAS: TCPH's Dental Van is currently backlogged with scheduling Dentist appointments for needed restorative care identified during the Dental Hygienists screenings and imaging; and

WHEREAS: TCPH's Dental Van requires a collaborative agreement with a Dentist to allow services to be provided and billed for under their license; and

WHEREAS: Although not required or mandated, the incumbent part-time Dentist has willingly and graciously signed a collaborative agreement each year since 2003 for the operation of the Dental Van to continue; and

WHEREAS: TCPH has made numerous attempts to find additional part-time Dentists over the years, yet many factors have prevented these being filled, largely limited interest to work on a mobile unit, lack of a “good match” and an unwillingness to sign a collaborative agreement with TCPH; and

WHEREAS: TCPH is in dire need of additional Dentist hours to meet the demand of the mandated Dentist appointments following screenings, cleanings and imaging; and

WHEREAS: The incumbent part-time Dentist has expressed a willingness to commit to working additional hours to meet the needs of the Dental Van and also to commit to the continuation of signing a collaborative agreement with TCPH for the duration of his employment; and

WHEREAS: TCPH requests that a revision to County Policy be made to allow PTO for Non-Union and Non-Management/Confidential part-time Dentists that have provided services on the TCPH Dental Van for over 20 years and commit to signing a collaborative agreement with TCPH; and

WHEREAS: The Legislature has directed TCPH, the County Personnel Officer and the County Administrator to work together to develop the proposed resolution and policy changes; and

WHEREAS: The incumbent part-time Dentist, Dr. Eric Sarnicola, would qualify for PTO under the proposed change in County Policy due to his provision of services on the Dental Van for over 20 years, thirteen of which have been as an employee, his commitment to working the additional hours and executing a collaborative agreement with TCPH; therefore be it

RESOLVED: That County Policy, specifically Employee Handbook Section IV. Personnel Rules; Subsection j. Management /Confidential Benefits: Paragraph II. A. Leave Accruals, Vacation, be amended effective January 13, 2025 with the addition of the following bullet:

- Exception: Part-time Dentists who have provided services for Tioga County for over 20 years that work 35 hours a pay period and commit to signing and continuing a collaborative agreement for billing and other services provided under their license are eligible for pro-rated vacation days of 50 percent of the amount that a full-time eligible employee would receive.

And be it further

RESOLVED: That the remainder of the Employee Handbook is unchanged; and be it further

RESOLVED: That the incumbent part-time Dentist, Dr. Eric Sarnicola, who meets the eligibility requirements of the proposed County Policy change, will have seven and one-half days of vacation (prorated amount from the 15 days for full-time) effective January 13, 2025.